

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: August 4, 2014

TO: Holly L. Wolcott, Interim City Clerk

FROM: Miranda Paster, Acting Chief
Neighborhood and Business Improvement District Division

SUBJECT: **AUGUST 4, 2014 WEEKLY REPORT**

Neighborhood and Business Improvement Districts – The Management District Plan and Engineer's Report were received for the Gateway to LA business improvement district 2016 renewal.

Neighborhood and Business Improvement Districts and the LA BID Consortium will have a Best Practices for Operations staff forum for the business improvement districts.

Neighborhood and Business Improvement Districts The Technical Research Unit processed the Proposition 218 ballot tally for the Studio City business improvement district renewal with 69% in favor and Council adopted the establishing Ordinance.

A meeting was held with staff of Council District 11 relative to the proposed Venice Beach Boardwalk business improvement district.

Neighborhood and Business Improvement Districts Accounts Receivable/ Billing Unit will download the assessment data in the amount of \$31,033,615.36 for the Business Improvement Districts' 2015 operational year into the County's DAWEB system by August 7, 2014.

Staff attended a meeting with the proponent group for the proposed Central Avenue Business Improvement District.

Annual Planning Reports: 3 of 27 reports await revisions and 1 report is has been forwarded for supervisor review.

One public records act request was processed and mailed.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: August 13, 2014

TO: Holly L. Wolcott, Interim City Clerk

FROM: Miranda Paster, Acting Chief
Neighborhood and Business Improvement Division

SUBJECT: AUGUST 11, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts – The Economic Development Committee recommended approval of the 2014 Annual Planning Reports for the following Business Improvement Districts: South Los Angeles Industrial Tract, Encino Commons, Westchester Town Center, Lincoln Heights Business and Community Benefit District, Los Angeles Tourism Marketing District, Hollywood Entertainment District, Studio City, Greater South Park, Downtown Industrial District, Brentwood Village and the Annual Report for the Wilmington Commercial District.

The N&BID Division is verifying assessment data for the new proposed South Park Adjacent Business Improvement District and for the renewal of the Gateway to Los Angeles Business Improvement District.

The Technical Research Unit processed the County's parcel change reports affecting parcels in various BIDs.

One public records act request was processed and mailed.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: August 25, 2014

TO: Holly L. Wolcott, City Clerk

FROM: Miranda Paster, Acting Chief
Neighborhood and Business Improvement District Division

SUBJECT: AUGUST 25, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts – Staff met with the Senior Advisor on Livability for the City of Los Angeles to discuss the role that business improvement districts play and steps necessary to continue their assistance.

Neighborhood and Business Improvement Districts Staff met with the consultant for the Panorama City Business Improvement District renewal.

Neighborhood and Business Improvement Districts Staff received the fifth draft of the Sherman Oaks Business Improvement District's Management District Plan and Engineer's reports for review.

Neighborhood and Business Improvement Districts Staff submitted data changes to the County for the delinquent assessments from the hand billed invoices for property-based business improvement districts.

Neighborhood and Business Improvement Districts Technical Research Unit continues to prepare the calculations for the refund of the old Arts District Assessments.

Staff reviewed changes required for the Gateway to LA Business Improvement District renewal.

A report relative to legal requirements for the operation of the business improvement district program was submitted for management review.

Annual Planning Reports: 2 of 27 reports await revisions.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: August 13, 2014

TO: Holly L. Wolcott, Interim City Clerk

FROM: Miranda Paster, Acting Chief
Neighborhood and Business Improvement Division

SUBJECT: AUGUST 11, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts – The Economic Development Committee recommended approval of the 2014 Annual Planning Reports for the following Business Improvement Districts: South Los Angeles Industrial Tract, Encino Commons, Westchester Town Center, Lincoln Heights Business and Community Benefit District, Los Angeles Tourism Marketing District, Hollywood Entertainment District, Studio City, Greater South Park, Downtown Industrial District, Brentwood Village and the Annual Report for the Wilmington Commercial District.

The N&BID Division is verifying assessment data for the new proposed South Park Adjacent Business Improvement District and for the renewal of the Gateway to Los Angeles Business Improvement District.

The Technical Research Unit processed the County's parcel change reports affecting parcels in various BIDs.

One public records act request was processed and mailed.

DECEMBER 1, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts:

The Wilshire Center Business Improvement District's reconfirmation of assessments was adopted by Council on December 3, 2014.

Staff attended the Weekly Executive meeting.

Staff reviewed the draft Management District Plan and Engineer's Report with the consultant for the renewal of the Sherman Oaks Business Improvement District.

Many Business Improvement District representatives attended the Economic Development Committee meeting to oppose legalization of street vending before adequate funding of enforcement and regulations are implemented.

Staff attended a CAO meeting on Livability on December 3, 2014.

Staff attended a meeting relative to the Great Streets initiative and creation of BIDs.

2015 Annual Planning Reports: 18 of 29 reports were received.

DECEMBER 8, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts:

The Chatsworth Business Improvement District's reconfirmation of assessments was adopted by Council on December 9, 2014.

Staff attended the Weekly Executive meeting.

Staff reviewed the draft Management District Plan and Engineer's Report with the consultant for the renewal of the Sherman Oaks Business Improvement District on December 9, 2014

The Economic Development Committee approved the 2015 Annual Planning Reports for the following Business Improvement Districts: Westwood, Tarzana Safari Walk, Larchmont Village, and Century City.

Staff attended a meeting relative to the DWP MOU on December 12, 2014.

2015 Annual Planning Reports: 22 of 29 reports were received.

Staff submitted a City Attorney reviewed response to County Counsel relative to a bankrupt property owner claim in Sunset and Vine Business Improvement District.

Staff met with Councilmember Price on the status of the proposed Central Ave BID on December 12, 2014.

DECEMBER 15, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts:

The Sherman Oaks Business Improvement District Ordinance of Intention was adopted by Council on December 16, 2014, along with the 2015 Annual Planning Reports for Century City, Larchmont Village, Tarzana Safari Walk and Westwood Business Improvement Districts.

Staff attended the Livability meeting with the CAO and other Department heads, as well as the weekly Executive meeting .

Staff provided a status of the proposed Central Avenue Business Improvement District to Councilmember Price on December 17, 2014

Staff met with a legal scholar from Japan relative to our BID program and its challenges related to the Brown Act, legislation and Arts District case.

2015 Annual Planning Reports: 22 of 29 reports were received.

Staff met with the Executive Director of the Gateway to LA Business Improvement District relative to facilitation of a presentation for the March 2015 CDA conference to be held in Santa Monica.

DECEMBER 29, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts:

Staff met to discuss the Arts District refund – GSD sold the second truck at auction for \$7,911.

Staff participated in a conference call with Council District 2 relative to the potential creation of a business improvement district for the Great Streets Project in North Hollywood.

Staff reviewed the Management District Plan and Engineer's report with the consultant for the renewal of the Los Angeles Tourism Marketing District Business Improvement District December 22, 2014

2015 Annual Planning Reports: 24 of 29 reports were received.

One Public Records Request was processed.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: July 2, 2014

TO: Holly L. Wolcott, Interim City Clerk

FROM: Miranda Paster, Acting Chief
Neighborhood and Business Improvement Division

SUBJECT: JULY 2, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts – Review of Management District Plans and Engineer's Reports continued for the renewal of Panorama City and Sherman Oaks BIDs and establishment of the Pacific Palisades and Lincoln Village BIDs. Reviews continue of the Annual Planning Reports submitted by the required business improvement districts for consistency with their Management District Plans and State law.

The Accounts Receivable/Billing unit continued to process returned mail from hearing notice and Proposition 218 ballot mailings for the Hollywood Media District, Downtown Industrial District, North Hollywood, Greater Leimert Park and Studio City business improvement district renewals.

The Technical Research Unit continues to review the 2015 assessment data of continuing BIDs for the County's property tax rolls.

On July 2, 2014, the Los Angeles Tourism Marketing District's Annual Planning report was submitted for Council consideration.

No unexcused absences occurred on July 1, 2014.

Two public records act requests were processed and mailed.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: July 8, 2014

TO: Holly L. Wolcott, Interim City Clerk

FROM: Miranda Paster, Acting Chief
Neighborhood and Business Improvement Division

SUBJECT: JULY 8, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts – Review of Management District Plans and Engineer's Reports continued for the renewal of Panorama City and Sherman Oaks BIDs and establishment of the Pacific Palisades and Lincoln Village BIDs. Reviews continue of the Annual Planning Reports submitted by the required business improvement districts for consistency with their Management District Plans and State law.

The Accounts Receivable/Billing unit continues to process returned mail from hearing notice and Proposition 218 ballot mailings for the Hollywood Media District, Downtown Industrial District, North Hollywood, Greater Leimert Park and Studio City business improvement district renewals.

The Technical Research Unit continues to review the 2015 assessment data of continuing BIDs for the County's property tax rolls.

On July 10, 2014, the Los Angeles BID Consortium meeting was held.

Teleconference meetings are scheduled at 9 am on July 9, & 11, 2014 to discuss the proposed Central Avenue Business Improvement District.

Two public records act requests were processed and mailed.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: July 15, 2014

TO: Holly L. Wolcott, Interim City Clerk

FROM: Miranda Paster, Acting Chief
Neighborhood and Business Improvement Division

SUBJECT: JULY 15, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts – Review of Management District Plans and Engineer's Reports continued for the renewal of Panorama City and Sherman Oaks BIDs and establishment of the Pacific Palisades and Lincoln Village BIDs. Reviews continue of the Annual Planning Reports submitted by the required business improvement districts for consistency with their Management District Plans and State law.

The Accounts Receivable/Billing unit continues to process returned mail from hearing notice and Proposition 218 ballot mailings for the Hollywood Media District, Downtown Industrial District, North Hollywood, Greater Leimert Park and Studio City business improvement district renewals.

The Technical Research Unit continues to review the 2015 assessment data of continuing BIDs for the County's property tax rolls.

On July 14, 2014, a conference call was held with the author of AB2618 which attempts to redefine special benefits.

Teleconference meetings are scheduled at 9 am on July 15, & 16, 2014 to discuss the proposed Central Avenue Business Improvement District.

On July 16, 2014, a meeting was held with the consultant for the proposed Central Avenue Business Improvement District.

A staff meeting is scheduled with the N&BID Division on July 16, 2014.

On July 17, 2014, the N&BID Division's CompStat meeting was held.

A teleconference is planned with the City Attorney and the LA BID Consortium chair to discuss the delinquent State BID assessments and City Attorney assistance.

One public records act request was processed and mailed.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: July 22, 2014

TO: Holly L. Wolcott, Interim City Clerk

FROM: Miranda Paster, Acting Chief
Neighborhood and Business Improvement District Division

SUBJECT: JULY 22, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts – Review of Management District Plans and Engineer's Reports continued for the renewal of Panorama City and Sherman Oaks BIDs and establishment of the Pacific Palisades and Lincoln Village BIDs. Reviews continue of the Annual Planning Reports submitted by the required business improvement districts for consistency with their Management District Plans and State law.

The Accounts Receivable/Billing unit continues to process returned mail from hearing notice and Proposition 218 ballot mailings for the Hollywood Media District, Downtown Industrial District, North Hollywood, Greater Leimert Park and Studio City business improvement district renewals.

The Technical Research Unit continues to review the 2015 assessment data of continuing BIDs for the County's property tax rolls.

On July 21, 2014, staff held a teleconference with the City Attorney relative to parcel changes in the Highland Park and Arts District Los Angeles Business Improvement Districts.

On July 21, 2014, staff transmitted property assessment data for 21 Business Improvement Districts to the County of Los Angeles for inclusion on the property tax rolls for the 2015 assessment year.

On July 22, 2014, renewal letters were mailed to BIDs with an expiration date of December 31, 2015: South Los Angeles Industrial Tract, Encino Commons, Gateway to LA and Old Granada Village.

On July 23, 2014, staff will attend a meeting with the proponent group for the proposed Central Avenue Business Improvement District.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: July 29, 2014

TO: Holly L. Wolcott, Interim City Clerk

FROM: Miranda Paster, Acting Chief
Neighborhood and Business Improvement Division

SUBJECT: JULY 28, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts – The Arts District LA Business Improvement District's modified Management District Plans and Engineer's Reports was submitted for review.

The N&BID Division is facilitating an agreement between the LADWP and the BIDs for the use of LADWP's reclaimed water pipeline.

The N&BID Division facilitated an agreement between the BIDs and LADWP for promotion of its programs available for small businesses.

Annual Planning Reports were submitted for Council consideration for the following Business Improvement Districts: Lincoln Heights, South Park, Encino Commons, and Westchester.

The Public Hearings and the Ordinances of Establishment were adopted for the Hollywood Media District, Downtown Industrial District, and Greater Leimert Park business improvement district renewals.

The Proposition 218 ballot tabulation tally of weighted ballots results in favor of the Business Improvement District renewal are as follows: Hollywood Media District - 83.33%, Greater Leimert Park - 69.26% and Downtown Industrial District - 76.85%.

A request has been received for N&BID staff to participate on a panel at the 2014 IDA Conference in Ottawa, Canada to be held September 3 – 6, 2014. A travel request has been submitted.

The Public Hearing was held for the North Hollywood business improvement district renewal.

The Technical Research Unit processed the County's parcel change reports affecting parcels in various BIDs.

One public records act request was processed and mailed.

NOVEMBER 3, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts:

A request was made to waive the 2014 Chatsworth Annual Report and Memorandum of Understanding between the LADWP and City Clerk was waived by the Economic Development Committee.

Staff reviewed the Management District Plan and Engineer's Report with the consultant for the renewal of the Sherman Oaks Village Business Improvement District.

The Wilshire Center merchant-based Business Improvement District's 2015 Annual Report along with the Annual Planning reports for the Century City and Westwood Village property-based Business Improvement Districts were submitted..

Staff attended the proposed Central Avenue Business Improvement District's Outreach meeting on November 5, 2014.

The Weingart Center honored the Central City East Association (Downtown Industrial Business Improvement District) with its Community Leadership Award on November 6, 2014.

Staff attended the Weekly Executive meeting.

2014 Annual Planning Reports: 1 of 27 reports was resubmitted with additional revisions required.

2015 Annual Planning Reports: 3 of 29 reports were received with requested date of November 1, 2014 (Contracted Due date December 1, 2014).

One Public Records Act Request was processed.

NOVEMBER 10, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts:

The Council adopted the 2014 Chatsworth Annual Report and Memorandum of Understanding between the LADWP and City Clerk.

The 2014 Wilshire Center Business Improvement District Annual Report along with the Annual Planning reports for the Century City and Westwood Village property-based Business Improvement Districts were requested to be waived by the Economic Development Committee.

The Los Angeles Neighborhood Initiative (Byzantine Latino Quarter) celebrates its 20th Anniversary November 14, 2014.

Staff attended the Weekly Executive meeting.

The LA BID Consortium meeting was held on November 6, 2014.

Staff reviewed the draft Management District Plan and Engineer's report with the consultant for the renewal of the Los Angeles Tourism Marketing District.

Staff attended the LA BID Consortium meeting on November 13, 2014

2015 Annual Planning Reports: 3 of 29 reports were received with requested date of November 1, 2014 (Contracted Due date December 1, 2014).

One Public Records Act Request was processed.

NOVEMBER 17, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts:

Notices were mailed for the 2014 Chatsworth Business Improvement District reconfirmation of assessments.

Staff attended meeting on Livability with CAO and LA BID Consortium Chair on November 18, 2014.

Staff attended the Weekly Executive and ClerkSTAT meetings.

Staff reviewed the draft Management District Plan and Engineer's Report with the consultant for the renewal of the Sherman Oaks Business Improvement District.

Staff attended a CAO meeting on Livability on November 21, 2014.

2015 Annual Planning Reports: 9 of 29 reports were received with contracted Due date December 1, 2014.

One Public Records Act Request was processed.

NOVEMBER 24, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts:

Notices were mailed for the 2014 Chatsworth Business Improvement District reconfirmation of assessments.

Staff attended meeting on Livability with CAO and LA BID Consortium Chair on November 18, 2014.

Staff attended the Weekly Executive and ClerkSTAT meetings.

Staff reviewed the draft Management District Plan and Engineer's Report with the consultant for the renewal of the Sherman Oaks Business Improvement District.

Staff attended a CAO meeting on Livability on November 21, 2014.

2015 Annual Planning Reports: 9 of 29 reports were received with contracted Due date December 1, 2014.

One Public Records Act Request was processed.

Per Anna's email – no rept for this week.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: October 6, 2014

TO: Holly L. Wolcott, City Clerk

FROM: Miranda Paster, Chief
Neighborhood and Business Improvement District Division

SUBJECT: OCTOBER 6, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts BID Analysts prepared templates for the Annual Planning Reports with a November 1, 2014 submission date.

Neighborhood and Business Improvement Districts staff collected information relative to the motion regarding a report of BID best practices for the cities of Los Angeles, San Francisco, Oakland, San Diego, Chicago, Pittsburgh and New York City by December.

Neighborhood and Business Improvement Districts –The Historic Core Business Improvement District was honored with the International Downtown Association’s Merit Award in the Public Space category for its “Historic Core Doggie Relief Stations initiative. It installed artificial turf deodorizing patches in the BID to reduce dog waste on sidewalks.

Neighborhood and Business Improvement Districts – Staff attended the Weekly Executive meeting and the Monthly ClerkSTAT meeting.

Neighborhood and Business Improvement Districts Staff reviewed the Management District Plan and Engineer’s report for the Sherman Oaks Business Improvement District renewal.

Neighborhood and Business Improvement Districts Technical Research Unit reviewed database submissions for the merchant-based business improvement districts and continue to prepare the calculations for the refund of the old Arts District Assessments.

Annual Planning Reports: 1 of 27 reports awaits Board approval of substantial revisions.

OCTOBER 21, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts:

The Council adopted the Annual Planning Reports for the Sherman Oaks and Hollywood Media Business Improvement Districts.

Staff attended the Train-the-Trainer Cadre Workshop on the Integration of Functional Needs Support Services into the City of Los Angeles on October 20, 2014.

Staff attended the Hollywood Media District Business Improvement District's Board Meeting on October 23, 2014

A revised Management District Plan and Engineer's report was submitted for the Gateway to LA BID renewal for review.

Staff attended the Weekly Executive meeting.

Annual Planning Reports: 1 of 27 reports awaits Board approval of substantial revisions.

OCTOBER 27, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts:

A report relative to entering into a Memorandum of Understanding between the LADWP and City Clerk was submitted for Executive Management review and signature.

Larchmont Village Business Improvement District's Annual Planning Report was submitted for Executive Management Review and signature.

Staff attended the proposed Central Avenue Business Improvement District's Outreach meeting on October 22, 2014.

The property-based assessment invoices were mailed for the Leimert Park Business Improvement District. Staff attended the 311 CSD/CRM Knowledge Base meeting relative to the new 311 information system.

Staff attended E-CIVIS Grant training.

Staff attended the Weekly Executive meeting.

2014 Annual Planning Reports: 1 of 27 reports awaits Board approval of substantial revisions.

2015 Annual Planning Reports: 1 of 29 reports was received with requested date of November 1, 2014 (Contracted Due date December 1, 2014).

Sympathy is extended to BID Analyst, Rick Scott, in the loss of his father.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: September 8, 2014

TO: Holly L. Wolcott, City Clerk

FROM: Miranda Paster, Acting Chief
Neighborhood and Business Improvement District Division

SUBJECT: SEPTEMBER 8, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts Staff attended the Los Angeles Digital Government Summit September 10-11, 2014.

Neighborhood and Business Improvement Districts attended the LA BID Consortium meeting held at 12655 Ventura Blvd.

Neighborhood and Business Improvement Districts – Staff attended the CompStat meeting and the Weekly Executive meeting., as well as meeting with NABID staff.

Neighborhood and Business Improvement Districts Staff met with the consultant relative to the review of the fifth draft of the Sherman Oaks Business Improvement District's Management District Plan and Engineer's reports for review.

Neighborhood and Business Improvement Districts Technical Research Unit continues to prepare the calculations for the refund of the old Arts District Assessments.

Staff reviewed changes required for the Gateway to LA Business Improvement District renewal.

Annual Planning Reports: 1 of 27 reports await revisions and 1 awaits Board approval of substantial revisions.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: September 15, 2014

TO: Holly L. Wolcott, City Clerk

FROM: Miranda Paster, Chief
Neighborhood and Business Improvement District Division

SUBJECT: SEPTEMBER 15, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts Staff attended the introductory meeting with the Mayor's Office representatives of the Budget and Innovation, Rick Cole and Alma Lopez.

Neighborhood and Business Improvement Districts - Council adopted the Ordinance of Establishment for the Wilmington merchant-based Business Improvement District.

Neighborhood and Business Improvement Districts staff attended a meeting with Councilmember Felipe Fuentes relative to the motion regarding a report of BID best practices for the cities of Los Angeles, San Francisco, Oakland, San Diego, Chicago, Pittsburgh and New York City by December.

Neighborhood and Business Improvement Districts – Staff attended the CompStat meeting and the Weekly Executive meeting.

Neighborhood and Business Improvement Districts Staff met with the consultant relative to the review of the fifth draft of the Sherman Oaks Business Improvement District's Management District Plan and Engineer's reports for review.

Neighborhood and Business Improvement Districts Technical Research Unit continues to prepare the calculations for the refund of the old Arts District Assessments.

Staff submitted the NABID legal changes report for executive management consideration.

Annual Planning Reports: 1 of 27 reports awaits revisions and 1 awaits Board approval of substantial revisions.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: September 22, 2014

TO: Holly L. Wolcott, City Clerk

FROM: Miranda Paster, Chief
Neighborhood and Business Improvement District Division

SUBJECT: **SEPTEMBER 22, 2014 WEEKLY REPORT**

Neighborhood and Business Improvement Districts BID Analysts prepared templates for the Annual Planning Reports with a November 1, 2014 submission date.

Neighborhood and Business Improvement Districts staff collected information relative to the motion regarding a report of BID best practices for the cities of Los Angeles, San Francisco, Oakland, San Diego, Chicago, Pittsburgh and New York City by December.

Neighborhood and Business Improvement Districts – Staff attended the Weekly Executive meeting.

Neighborhood and Business Improvement Districts Staff reviewed the Management District Plan and Engineer's reports for the renewal of the Gateway to LA and Sherman Oaks Business Improvement Districts.

Neighborhood and Business Improvement Districts Technical Research Unit reviewed database submissions for the merchant-based business improvement districts and continue to prepare the calculations for the refund of the old Arts District Assessments.

Annual Planning Reports: 1 of 27 reports awaits Board approval of substantial revisions.

One Public Records Act Request was processed.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: September 30, 2014

TO: Holly L. Wolcott, City Clerk

FROM: Miranda Paster, Chief
Neighborhood and Business Improvement District Division

SUBJECT: SEPTEMBER 30, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts BID Analysts prepared templates for the Annual Planning Reports with a November 1, 2014 submission date.

Neighborhood and Business Improvement Districts staff collected information relative to the motion regarding a report of BID best practices for the cities of Los Angeles, San Francisco, Oakland, San Diego, Chicago, Pittsburgh and New York City by December.

Neighborhood and Business Improvement Districts – Staff met with the consultant for the Gateway to LA business improvement district renewal to review the first draft of the Management District Plan and Engineer's report.

Neighborhood and Business Improvement Districts – Staff met with the proponents for the proposed Venice Beach Board Walk business improvement district.

Neighborhood and Business Improvement Districts – Staff attended the Weekly Executive meeting and Quarterly Division Manager Meeting.

Neighborhood and Business Improvement Districts Staff reviewed the Management District Plan and Engineer's report for the Sherman Oaks Business Improvement District renewal.

Neighborhood and Business Improvement Districts Technical Research Unit reviewed database submissions for the merchant-based business improvement districts and continue to prepare the calculations for the refund of the old Arts District Assessments.

Annual Planning Reports: 1 of 27 reports awaits Board approval of substantial revisions.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: September 2, 2014

TO: Holly L. Wolcott, City Clerk

FROM: Miranda Paster, Acting Chief
Neighborhood and Business Improvement District Division

SUBJECT: SEPTEMBER 1, 2014 WEEKLY REPORT

Neighborhood and Business Improvement Districts Staff attended the 2014 International Downtown Association 60th Annual Conference in Ottawa, Canada during the period September 3 – 6, 2014.

Neighborhood and Business Improvement Districts Staff met with the consultant for the renewal of The Village at Sherman Oaks Business Improvement District and with the consultant for the proposed Central Avenue Business Improvement District.

Neighborhood and Business Improvement Districts Staff conducted field checks and data review of the proposed South Park Adjacent Business Improvement District. Staff prepared administration contracts for the renewed Business Improvement Districts: North Hollywood, Greater Leimert Park and Downtown Industrial District.

Neighborhood and Business Improvement Districts Technical Research Unit processed the exception report from County data for parcels that would not be billed by the County. The Unit verified the mailing addresses of stakeholders in the Arts District Business Improvement District.

Staff researched the returned mail for the Merchant-based Business Improvement Districts and conducted field checks.

Annual Planning Reports: 1 report of 27 await revisions.